

Applicant Information Sheet



For nomination to a United States Service Academy

Applicant:

Name (last, first middle)	
Street Address	
City, State ZIP Code	
Telephone, primary	
Telephone, alternate	
E-mail Address	
Date of Birth (MM/DD/YY)	
Place of Birth (city, state, & country)	

Parents:

	Father:	Mother:
Name		
Street Address*		
City, State ZIP Code		

*if different than above

School:

Name	
Street Address	
City, State ZIP Code	
Telephone	
Guidance Counselor's Name	
Graduation Date	
Hometown Newspaper	

Comments:

Any additional information needed to clarify your application should be provided here. Attach additional pages if necessary.

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Indicate Order of Preference:

Tell us which Academies you are applying to, with 1 indicating your first choice

- ☐ U.S. Air Force Academy (USAFA)
- ☐ U.S. Military Academy (USMA)
- ☐ U.S. Naval Academy (USNA)
- ☐ U.S. Merchant Marine Academy (USMMA)*
- ☐ U.S. Coast Guard (USCGA)*

***Note: In order to receive a nomination from Senator Johanns, applicants must have created a profile with the designated service academy prior to interviewing with the selection panel.**

*Note: USMMA does not limit number of applicants offered appointments.

*Note: USCGA does not accept Congressional appointments; students are still offered the opportunity to complete the nomination process in order to receive a letter of recommendation to the USCGA from Senator Johanns.

Agreement and Signature:

I, the undersigned, am requesting a congressional appointment to a U.S. Service Academy. I understand the process, requirements, and deadlines as explained in the paperwork provided as well as that failure to follow or meet these requirements might disqualify me from the selection process. I authorize U.S. Senator Mike Johanns to use my name and photograph for official purposes (i.e. news releases or his website) if I am nominated to a military academy.

Name (printed)	
Signature	
Date	

Our Policy:

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability.

Thank you for completing this application form and for your interest in the service academies.

SERVICE ACADEMY NOMINATION APPLICATION
CLASS ENTERING 2013
U.S. SENATOR MIKE JOHANNIS

1. The United States Service Academies dictate that applicants must be legal residents of Nebraska between the ages of 17 and 23 as of July 1 on the year of entry to an academy. Anyone who reached the age of 23 before July 1 of the year of admission cannot be considered. You must be unmarried, not pregnant, and have no legal obligation to support children or other dependents.
2. Follow the instructions carefully. Be accurate and neat. A selection board will review the application package that you submit as part of the overall selection process.
3. It is recommended that applicants submit the below required documents at one time. Individual updates may replace items so long as the submission timeline instructions are met. **Applications must be postmarked by October 15.** ACT and SAT updated scores will be accepted up to the date of the student's interview with the selection board.
 - a. Applicant information sheet
 - b. Personal essay
 - c. Personal resume
 - d. Three letters of recommendation
 - e. SAT and/or ACT with writing section scores
 - f. High school transcript information to include class size and student ranking
 - g. Recent photograph
4. The applicant information sheet may be typed or completed in black or dark blue ink. The comments section can be used to explain inputs or to supplement information not referenced in the application.
5. Essay topic: A good leader is capable of positively influencing the behavior of others and guiding them toward achieving challenging tasks. Military officers are charged with being able to lead people through difficult, often life-or-death, situations. Write an essay describing how you would lead a team of people of varying personalities and backgrounds, and the methods you would use to get them to accomplish a common goal. Feel free to use examples from your own experience. The essay should meet the following requirements:
 - a. Placed on 8 ½ X 11 white paper with one inch margins all around.
 - b. The title should be centered at the top of the first page with your name below it.
 - c. The essay should not exceed one single-sided page.
 - d. Use a standard 12 point font and be neat. You should check all spelling, grammar, and content before submitting any component of the application.
6. Compile a personal resume not exceeding **one page** in length and presented on white standard office-sized paper. This is the opportunity to present all the leadership development activities you are involved in. Be sure to include labeled sections for all-school and outside-school activities such as scouting, church, community activities, school clubs and programs, academic competitions, sports, and part-time and full-time jobs (with brief descriptions of your responsibilities).
7. Arrange to have three letters of recommendation sent to the office address below. **One must come from your principal or high school counselor and be on school letterhead.** The other two should come from people that know you well. **The letters must come to this office directly from the writers.** The letters should be addressed to U.S. Senator Mike Johannis at the Omaha office address below. The selection board will review the school letter and the first two other letters received unless advised otherwise by the applicant. An instruction sheet for recommenders is included in this package.

8. Arrange to have SAT or ACT scores sent to Senator Mike Johanns. The school codes for Senator Mike Johanns are: **SAT (5963) and ACT (7153)**. If you submit multiple test results you may designate which test scores to place in your application package. If a designation is not made we will use the highest scores received prior to your selection board interview. Senator Johanns' office does not super score standardized tests.
9. Ask your principal or guidance counselor to send a certified high school transcript showing at least six completed semesters to the Omaha office address shown below. If you have completed college level classes, please have the admissions office send a certified copy of your college transcripts. **If the transcript does not include class size and student ranking, ask your principal or guidance counselor to approximate both numbers and place them on the transcript along with their initials.**
10. The photograph provided need not be professionally done. What is desired is a waist up color photo against a neutral background. High school senior photos are fine, as are photos from a regular camera. The latitude allowed for this requirement is generous.
11. Timeline:
 - a. Everything for your application package must be postmarked on or before **October 15**. Send all items to the Omaha office address listed below.
 - b. You will be notified the last week of October as to the location and time of your interview with Senator Johanns' Selection Panel. These interviews will be scheduled for the middle of November and usually take place in several locations.
 - c. Written notification of nominations will be sent out by January 31 the following year.

12. Send all application items to:

U.S. Senator Mike Johanns
Attn: Academy Nominations
9900 Nicholas Street, Suite 325
Omaha, NE 68114

13. Contact us.

If you have a question about application items or process, please contact Alan Wang using the following contact information:

- E-mail: alan_wang @johanns.senate.gov
- Call: Alan Wang at 402-758-1817.

You may also visit Senator Mike Johanns' website at <http://johanns.senate.gov>

INSTRUCTIONS FOR COMPLETING A RECOMMENDATION
FOR A MILITARY ACADEMY NOMINATION APPLICANT TO
SENATOR MIKE JOHANN'S

STUDENT'S NAME: _____

Student: Place your name on the line above and give this sheet of instructions to the person who will write the recommendation. This person should have a close relationship to you and be able to testify as to your character. They should address motivation, past activities, moral character and other positive aspects of your life. Your application package should contain three letters of recommendation, one of which must come from your high school principal or guidance counselor. On the other two letters, maximize your opportunities by using diverse sources such as a minister, an employer, or a coach. The letters are to be sent directly from the individual to the Senator Johann's Omaha office.

Recommender: The person whose name appears above is applying for admission to one of the United States service academies. They are asking you to provide one of three recommendations for their application. Your recommendation will be reviewed by a selection board already in possession of key information such as high school transcript, ACT and/or SAT scores, a resume, and an essay written by the individual. This package will be considered along with a personal interview with the applicant. Your recommendation will assist the board in assessing the applicant's character, motivation, and desire for success at a military academy. The questions below suggest topics to address in your recommendation. Your comments on these items along with any other items you feel will help the board get to know the applicant will be appreciated.

Examples of topics for recommendation letter

- How long have you known the applicant and in what capacity?
- Based on your experiences with them, what best qualifies them to attend a military academy?
- How has the applicant demonstrated traits of leadership?
- What is your assessment of the applicant's ability to communicate with others?
- How does the applicant function in a group (leader, follower, idea generator, cooperative, etc.)?
- What do you see as the applicant's motivation for wanting to attend a military academy and pursue a career in the military?
- How does the applicant handle stressful situations?

Your letter should be in a format you are comfortable with. Letters can be typed or hand written. Please be sure a hand written letter is legible.

Mail your letter directly to the Senator's Omaha office prior to the October 15 deadline. Letters of recommendation will not be shown to the applicants unless required by law.

U.S. Senator Mike Johann's
Attn: Academy Nominations
9900 Nicholas Street, Suite 325
Omaha, NE 68114

Direct any questions to Alan Wang at alan_wang@johanns.senate.gov or 402-758-1817.